

ADMINISTRATIVE MESSAGE

ROUTINE

R 141601Z DEC 00 ZYB PSN 238345M25

FM NCC LESTER PA//00//

**TO AIG ZERO ZERO ONE FIVE FOUR
NAVXDIVINGU PANAMA CITY FL//00//
NAVXDIVINGU PANAMA CITY FL//00//
NAVDIVESALVTRACEN PANAMA CITY FL//00//
COMNAVBASE GUANTANAMO BAY CU//00//
PWC JACKSONVILLE CHASN ZONE CHARLESTON SC//00//
DSU SAN DIEGO CA//00//
NAMTRAU NORTH ISLAND CA//00//
COMSEACONWINGPAC SAN DIEGO CA//00//
COMHSLWINGPAC SAN DIEGO CA//00//
COMHELTACWINGPAC SAN DIEGO CA//00//
COMHSWINGPAC SAN DIEGO CA//00//
COMHELWINGRES//00//
EODMU TWO//00//
FACSFAC SAN DIEGO CA//00//
NAVSECGRUACT SABANA SECA PR//00//
MOMAG EIGHT GU//00//
FCTCPAC SAN DIEGO CA//00//
NCTAMS PAC HONOLULU HI//00//
NCTAMS PAC HONOLULU HI//00//
EODMU SEVEN//00//
MINEWARTRACEN INGELESIDE TX//00//**

*****THIS IS A 2 SECTIONED MSG COLLATED BY MDS***
UNCLAS //11262//**

MSGID/GENADMIN/NAVY CRANE CENTER//

SUBJ/2001 WEIGHT HANDLING EQUIPMENT AUDIT SCHEDULE//

REF/A/DOC/SECNAVINST 11260.2/10SEP1997//

REF/B/DOC/NAVFAC P-307/01SEP2000//

REF/C/DOC/NAVFACINST 11200.33D/22JAN1997//

**NARR/REF A IS NAVY WEIGHT HANDLING PROGRAM FOR SHORE
ACTIVITIES. REF B IS MANAGEMENT OF WEIGHT HANDLING**

EQUIPMENT. REF C IS WEIGHTHANDLING AUDITS, VALIDATIONS, AND THIRD PARTY CERTIFICATIONS, PROCEDURES FOR CONDUCTING.//

**POC/JOHN HANCHER/SUPVY GEN ENGR/NAVY CRANE
CENTER/LOC:LESTER PA
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RMKS/1. REF A DIRECTS THE NAVY CRANE CENTER TO AUDIT NAVY SHORE ACTIVITY WEIGHT HANDLING (WH) PROGRAMS ANNUALLY OR BIENNIALY, AS APPROPRIATE, TO ENSURE COMPLIANCE WITH REF B. ACCORDINGLY, THE ACTIVITIES LISTED BELOW WILL BE AUDITED DURING CALENDAR YEAR 2001. THE AUDIT WILL BE CONDUCTED IAW PROCEDURES CONTAINED IN REF C.

2. APPROXIMATELY 45 DAYS PRIOR TO THE SCHEDULED DATE, ACTIVITY WH PROGRAM MANAGERS WILL BE CONTACTED BY THE COGNIZANT AUDIT TEAM LEADER TO REQUEST PRE-AUDIT INFORMATION AND TO ESTABLISH THE IN AND OUT-BRIEFS WITH THE COMMANDING OFFICER, CERTIFYING OFFICIAL AND OTHER KEY WH PROGRAM PERSONNEL AS APPROPRIATE. THE AUDIT WILL INCLUDE A DETAILED REVIEW OF ALL WH PROGRAM ELEMENTS INCLUDING INSPECTION, TESTING, CERTIFICATION, MAINTENANCE/REPAIR, OPERATIONS, LICENSING, SAFETY, ACCIDENT REPORTING, ENGINEERING SUPPORT, RIGGING, CRANE RECORDS/DOCUMENTATION, AND TRAINING. A RANDOM SAMPLE OF CRANES WILL BE SELECTED FOR CONDITION INSPECTION BY NCC AND LOAD TEST BY THE ACTIVITY CRANE TEAM. IN ADDITION, THIS YEAR CERTIFYING OFFICIALS ARE REQUESTED TO PROVIDE TO THE AUDIT TEAM, THE ACTIVITY'S INITIATIVES PLANNED OR TAKEN TO PREVENT WH ACCIDENTS.

3. SOME ACTIVITIES (AS DESIGNATED WITH AN ASTERISK) WHOSE WH PROGRAMS ARE CENTRALLY MANAGED BY A REGIONAL COMMAND WILL BE AUDITED IN TWO PHASES. THE OBJECT OF THE INITIAL PHASE WILL PRIMARILY BE TO GLOBALLY ASSESS THE EFFECTIVENESS OF THE REGIONAL COMMAND IN THOSE PROGRAM ELEMENTS FOR WHICH WH SERVICES ARE PROVIDED (E.G., INSPECTION, TESTING, CERTIFICATION, MAINTENANCE/REPAIR, LICENSING, ENGINEERING SUPPORT, CRANE RECORDS/DOCUMENTATION). THE SECOND PHASE WILL AUDIT THE ACTIVITY'S EFFECTIVENESS IN THE REMAINING WH PROGRAM ELEMENTS FOR WHICH THE ACTIVITY RETAINS PRIMARY RESPONSIBILITY (E.G., CRANE OPERATIONS, RIGGING/RIGGING GEAR DOCUMENTATION, SAFETY/ACCIDENT REPORTING, TRAINING).

4. IT IS REQUESTED, AND VERY IMPORTANT TO THE SUCCESSFUL AND EFFICIENT COMPLETION OF THE AUDIT PROCESS, THAT ALL KEY ACTIVITY INHOUSE/CONTRACT WH PROGRAM PERSONNEL BE AVAILABLE UPON ARRIVAL AND THROUGHOUT THE DURATION OF THE AUDIT. SINCE THE DURATION OF THE AUDIT IS FIVE DAYS OR LESS, IT IS ALSO IMPORTANT THAT THE NECESSARY LOGISTICAL AND ADMINISTRATIVE SUPPORT BE PROVIDED. THIS INCLUDES MEANS OF SAFE ACCESS TO THE CRANES SELECTED FOR INSPECTION. A LIST OF COMPLETE SUPPORT REQUIREMENTS WILL BE REQUESTED IN THE FORMAL AUDIT NOTIFICATION LETTER.

5. AN ACTIVITY SELF ASSESSMENT IS AVAILABLE IN THE "DOWNLOAD" SECTION OF OUR WEB SITE: WWW.NCC.NAVFAC.NAVY.MIL. IT IS REQUIRED THAT THE SELF ASSESSMENT BE COMPLETED AND RETURNED APPROXIMATELY 30 DAYS PRIOR TO THE AUDIT. ADDITIONALLY, OTHER PRE-AUDIT INFORMATION INCLUDING A DETAILED INVENTORY OF WH EQUIPMENT, ACTIVITY POINTS OF CONTACT, ORGANIZATION CHART, ACTIVITY WH INSTRUCTIONS, LOCKOUT/TAGOUT PROCEDURES, INTERNAL AUDIT REPORTS, AND ACTIVITY TRAINING RECORDS WILL BE REQUESTED IN THE AUDIT NOTIFICATION LETTER.

6. SCHEDULE IS AS FOLLOWS:

JANUARY

NAVSTA PASCAGOULA MS

FISC PUGET SOUND WA

NAVUNSEAWARCEN DET AUTEC ANDROS ISLAND BAHAMAS

NAVUNSEAWARCEN LEESBURG FL

NAF EL CENTRO CA

NAS KEY WEST FL

NAVSURFWARCEN DET DANIA FL

NAS LEMOORE CA

FEBRUARY

NAVSTA ROOSEVELT ROADS PR

NAVAIRWARCENWPNDIV DET WHITE SANDS NM

NAVSURFWARCEN COASTSYSTA PANAMA CITY FL

NAVXDIVINGU PANAMA CITY FL

NAVDIVESALVTRACEN PANAMA CITY FL

COMNAVBASE GUANTANAMO BAY CU

NBVC PT MUGU CA

SWFPAC BANGOR WA

FISC SAN DIEGO CA

NAVSURFWARCEN CARDEROCKDIV BETHESDA MD

NAVSEA DET NISMF PORTSMOUTH VA

NAVSTA SAN DIEGO CA

MARCH

NAS MERIDIAN MS
NAF ATSUGI JA
PWC SAN DIEGO CA
NAVSUPPFAC DIEGO GARCIA
SUBASE BANGOR WA
NAVUNSEAWARCENDIV KEYPORT WA*
NAVIMFAC PACNORWEST BANGOR WA*
NAVMAG INDIAN ISLAND WA*
NAVSURFWARCEN DET MCALESTER OK
PWC NORFOLK VA
FISC PUGET SOUND WA (MANCHESTER FUEL DEPOT)
SUBDEVRON FIVE DET BANGOR WA
TRITRAFAC BANGOR WA
APRIL
NAVSURFWARCEN DIV INDIAN HEAD MD
NAVSHIPYD NORFOLK VA
PWC JACKSONVILLE CHASN ZONE CHARLESTON SC
WPNSTA CHARLESTON SC
NAVUNSEAWARCENDIV NEWPORT RI
NAVSTA MAYPORT FL
SIMA MAYPORT FL
PWC YOKOSUKA JA
COMFLEACT YOKOSUKA JA
DSU SAN DIEGO CA
NAMTRAU NORTH ISLAND CA
NAVORDTESTU CAPE CANAVERAL FL
COMSEACONWINGPAC SAN DIEGO CA
COMHSLWINGPAC SAN DIEGO CA
COMHELTACWINGPAC SAN DIEGO CA
COMHSWINGPAC SAN DIEGO CA
COMHELWINGRES
MAY
NRL WASHINGTON DC
COMEODGRU TWO
EODMU TWO
EODTEU TWO FORT STORY VA
MOBDIVSALU TWO
SRF YOKOSUKA JA
COMSPECBOATRON ONE
NMCB ONE
NAVAIRWPNSTA CHINA LAKE CA
PWC GREAT LAKES IL
NTC GREAT LAKES IL
NAVRESCEN GREAT LAKES IL
NAVMAG INDIAN ISLAND WA*
SUBASE SAN DIEGO CA

JUNE

NAVSTA ROTA SP

NAVSECGRUACT ROTA SP

PWC NORFOLK DET PHILADELPHIA PA

NAVSHIPYD NORFOLK DET NAVSHIPSO PHILADELPHIA PA

NAVSURFWARCENSHIPSYSENGSTA PHILADELPHIA PA

COMNAVSPECWARDEVGRU DAM NECK VA

NAVUNSEAWARCENDIV KEYPORT WA*

NAVSTA PUGET SOUND WA

NAS JRB NEW ORLEANS LA

NAVSHIPYD PORTSMOUTH NH

NAS ATLANTA GA

NAVIMFACPACNORWEST DET EVERETT WA

NAVUNSEAWARCEN DET SAN DIEGO CA

NAVHISTCEN DET BOSTON MA

NAVSURFWARCEN PORT HUENEME DET SAN DIEGO CA

JULY

WPNSTA YORKTOWN VA

LANTORDCOM YORKTOWN VA

NAVSURFWARCENDIV DET YORKTOWN VA

SUBTORPFAC YORKTOWN VA

MOMAU FOURTEEN YORKTOWN VA

NAS WHIDBEY ISLAND WA

NAVSUBTRACENPAC PEARL HARBOR DET SAN DIEGO CA

NAS KEFLAVIK IC

NAS NORTH ISLAND CA

FACSFAC SAN DIEGO CA

NAS PATUXENT RIVER MD

NAVSUPPACT MONTEREY CA

NAVSURFWARCEN DET BAYVIEW ID

NAS FALLON NV

NAVSTKAIRWARCEN FALLON NV

NAVSUPPACT LA MADDALENA IT

AUGUST

SIMA NORFOLK VA

NAVSURFWARCEN DET BREMERTON WA

NMCB SEVEN FOUR

NAVSECGRUACT SABANA SECA PR

ESSM ANCHORAGE AK

PWC DET EARL COLTS NECK NJ

WPNSTA EARL COLTS NECK NJ

NAVAVNDEPOT CHERRY PT NC

NAVCOMTELSTA SAN DIEGO CA

SEPTEMBER

WPNSTA SEAL BEACH DET SAN DIEGO CA

PWC NORFOLK DET PHILA MECHANICSBURG PA

NAVSUPPACT MECHANICSBURG PA
NAVICP MECHANICSBURG PA
PWC GU
MOMAG EIGHT GU
NAVAVNDEPOT NORTH ISLAND CA
COMNAVBEACHGRU TWO
PHIBCB TWO
ACU TWO
ACU FOUR
BMU TWO
NAVAVNDEPOT JACKSONVILLE FL
NAVUNSEAWARCEN NEWPORT DET SENECA LAKE NY
FCTCPAC SAN DIEGO CA
OCTOBER
CBU FOUR ZERO FIVE SAN DIEGO CA
NAVSHIPYD AND IMF PEARL HARBOR HI
SUBASE NEW LONDON CT
NAVSUBSUPPFAC NEW LONDON CT
NAVSUBTRACENPAC PEARL HARBOR HI
NAVMAG LUALUALEI HI
PWC YOKOSUKA DET SASEBO JA
COMFLEACT SASEBO JA
PWC PEARL HARBOR HI
NCTAMS PAC HONOLULU HI
NAVSECGRUACT KUNIA HI
COMAFLOATRAGRUMIDPAC PEARL HARBOR HI
NAVSHIPREFAC YOKOSUKA DET SASEBO JA
FISC YOKOSUKA DET SASEBO JA
FISC PEARL HARBOR HI
ESSM PEARL HARBOR HI
NAVSURFWARCENDIV CRANE IN
NAVSHIPYD PUGET SOUND DET NORTH ISLAND SAN DIEGO CA
NOVEMBER
NAVSHIPYD PUGET SOUND WA
NAVWPNSTA SEAL BEACH DET FALLBROOK CA
NAVSURFWARCEN DET MEMPHIS TN
NAVSURFWARCEN DET BREMERTON WA
NAVWPNSTA SEAL BEACH CA
TRITRAFAC KINGS BAY GA
SUBASE KINGS BAY GA
TRIREFAC KINGS BAY GA
NAVIMFAC PACNORWEST BANGOR WA*
EODMU SEVEN
DECEMBER
NAVAIRENGSTA LAKEHURST NJ
NAVSTA INGLESIDE TX

SIMA INGLESIDE TX
MINEWARTRACEN INGLESIDE TX
FLETRACEN SAN DIEGO CA
NAVSURFWARCEN DAHLGREN VA
PACMISRANFAC HAWAREA BARKING SANDS HI//

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